

DD/A/ODP WEEKLY REPORT

Week of 14-21 October 1977

D/ODP - *com*  
C/MS - *EE*  
DC/MS - *NR*  
C/PTPG/MS - *NR*  
C/PTBG/MS - *NR*

I. Major Activities During the Past Week:

A. Support to DDS&T

AD-STUDY - Project feasibility study performed by ODP. A meeting was held with OL personnel to discuss present document control practices followed by Agency contractors. This is a part of the effort to develop a system to inventory and track documents sent by the Agency to contractors.

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B. Support to OTR

PREVMAIN - A system for preventive maintenance for OTR. We still have not received word on the expected implementation date for the IBM 2741 [REDACTED] Documentation being prepared. We plan to continue support to system testing as it progresses.

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C. Support to OWI

TRAJ - Determination of trajectory or orbit for missile/space events. The 930s associated with the FY 77 proposal have been closed out and new work requests initiated to provide clear cost accounting. The FY 78 project proposal is in preparation.

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[REDACTED] has completed his rotation with ODP and has been replaced by [REDACTED] David provided excellent support and we greatly appreciated his services.

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D. Support to OF

1. CONIF Management of information on Agency contracts and interface problems. Of the twenty-five problems that have been identified since the beginning of the Phase II system tests, only four are outstanding. OF is now reporting test completion information that should allow us to project a completion date for the testing. It will take at least four weeks before sufficient

data is available to allow a projection. Project completion is scheduled for 1 January 1978. OF reports that approximately 25% of the testing is now complete. [REDACTED]

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2. GAS - General Accounting System. The review of Fiscal Year-end closing reports have been completed by the Office of Finance. All files were updated correctly during the year-end processing which was recently completed. [REDACTED]

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3. PAYROLL - The Agency payroll system. Address labels for all overt Agency employees were prepared for OF. OF is planning to attach these labels to special envelopes for the purpose of mailing EFT promotional material. [REDACTED]

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E. Support to OP

PERSIGN - Integrated Personnel Information System. Work remains on schedule. Major activity involves the preparation for walk-throughs scheduled for the end of October. [REDACTED]

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PERSIGN-MAINTENANCE. The final FY and semi-annual reports were delivered to OP on 14 October 1977.

The Block change process test for the upcoming pay raise was completed successfully. [REDACTED]

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F. Support to OCR

OCRDIR - Automation of the OCR directories. OCR has approved the page galleys for the publication of the [REDACTED] directories. We expect P&PD to complete the printing of these directories early next month.

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We have completed the development of all menus and procedures which will be used to input and maintain standard directory data. Currently, we are performing final testing and producing a User's Guide. We expect to begin training OCR next week and to move this software to the GIMPROD system in about two weeks. [REDACTED]

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G. Training During the Past Week:

1. An eight-day course, Basic PL/1, was completed by 14 students.

2. A three-day course, Basic JCL, was completed by 19 students.
3. An eight-day course, GIM-II Dictionaries, was completed by 13 students. Five of these students are with the FBI and have been provided this training to help the FBI become more proficient with their newly introduced GIM-II system. [REDACTED]

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Nothing to report on FOIA.